

TOWN OF MONTVILLE
Parks & Recreation Commission
Regular Meeting – June 17, 2026 -- 6:30 p.m.
Room 203 – Montville Town Hall

MEETING MINUTES

Comments will only be accepted at times designated for public comments by the Chair of the meeting. The Montville Town Council Rules of Procedure, decorum, timeliness, and suitability shall be followed and enforced.

1. Call to order.

Chairperson Stone called the meeting to order at 6:39 p.m.

2. Pledge of Allegiance.

All stood and pledged the flag.

3. Roll Call.

Present were Chairperson Rocky Stone, Commissioners William Bauer, Mary Hillman, Morgan Matthewson and Deborah Schober. Absent were Vice-Chair William Barlow and Commissioners Jon Chase and John Plikus. A quorum was present.

Also present were Recreation Director Peter Bushway and Town Council Liaison Kate Southard. Mayor Lenny Bunnell was absent.

4. Alternations to the Agenda -- None

5. Remarks from the Public regarding items on the Agenda (3-minute limit).

Chairperson Stone asked three (3) times for remarks. There were none.

6. To Consider and Act on a Motion to Approve.

a. Meeting Minutes of March 18, 2026 (no quorum)

Motion by Commissioner Schober; seconded by Commissioner Hillman to approve the regular meeting minutes of March 18, 2026. **Voice vote: all in favor. Motion approved.**

b. Meeting Minutes of April 16, 2026 (no quorum)

Motion by Commissioner Matthewson; seconded by Commissioner Hillman to approve the regular meeting minutes of April 16, 2026. **Voice vote: all in favor. Motion approved.**

c. Meeting Minutes of May 20, 2026.

Motion by Commissioner Schober; seconded by Commissioner Hillman to approve the May 20, 2026 regular meeting minutes of May 20, 2026. **Voice vote: all in favor. Motion approved.**

7. Recreation Director's Report for June 2026.

Recreation Director Bushway reported on Department activities as follows:

Town of Montville – Parks & Recreation Commission
Regular Meeting Minutes – June 17, 2026

- Summer Camp staff training will take place this week. The first two (2) weeks of camp will be held at Camp Oakdale, and the remaining weeks will be at Murphy School. One (1) tent was purchased for Camp Oakdale for 180 kids and approved by Mayor Bunnell. The tent will go up on Friday and taken down on July 6. The Public Works storage shed will be used for storage and equipment. The stuffed animals will be arriving—60 for the Carnival and 150 for Summer Camp.
- The opening date for the Farmers Market is July 7th.
- The application for Round 9 of the CIF Grant was submitted for \$2.66 million. Feedback is expected in October. All items on the CIP excluding the Community Center were included in the grant.
- Volunteers are being sought for the Carnival this weekend.
- Advertising is being done for the gymnastics camp that will take place Monday thru Friday from 9:00 a.m. – 12 noon at the Town Hall gymnasium.
- Information on the status of the bathrooms will be obtained at the Monday meeting with Public Works on site in early July.
- It was also reported that dumpsters are available.

8. Report from Finance.

Chairperson Stone reported that this is the last month of the fiscal year and the financials are tracking well. Recreation Director Bushway reported that a couple of transfers need to be made. Funds remaining in the Summer Program line item are mostly for temporary help. Transportation costs have been paid. As to the cost associated with the Public Works electrical work from the 079 line item, the Director is unsure if it has been expensed. Work on income for all the programs for decision making was proposed by the Chairperson.

9. July Newsletter.

Recreation Director Bushway reported that there is not a lot of information yet for the July 4th and July 8th events. He believes that the library is the point of contact per information obtained from the Mayor's office. He also reported on his involvement with National Night Out while he lived in Maine. Clarification was asked concerning the community center now known as the Montville Community Center at Fair Oaks.

10. Unfinished Business.

Recreation Director Bushway reported on unfinished business as follows:

a. Projects and funding status:

1) Pickleball Parking Improvements (\$175,000 State Bond)

The Recreation Director reported that this project is not out for bid yet although the drawings are complete. This item will be discussed at the next Public Works meeting.

2) Large Pavilion Phase 1 Parking Improvements (\$200,000 State Bond)

Recreation Director Bushway reported that there is no new information on this item.

3) Pickleball Camera Project (\$26,250 CIP Budget)

Recreation Director Bushway reported that there is funding for this project. Public Works Director Carlson is trying to get electrical conduit from the pole to the building.

4) Pickleball privacy screen (approved up to \$2,500 from Fund #079)

Town of Montville – Parks & Recreation Commission
Regular Meeting Minutes – June 17, 2026

.....
Recreation Director Bushway reported the privacy screen has not arrived yet and that it does not have writing on it.

5) Camp Oakdale Parking Improvements (\$1,150,000 CIF Grant)

Recreation Director Bushway reported that all parking spaces must be 10' x 18' wide and some parking spaces were lost as a result. He has seen the plans for the bid package with the work scheduled to be done June thru September. Chairperson Stone will ask about the status of this item at the Public Works meeting.

6) Carnival Committee

a) Volunteers

Chairperson Stone reported that the Carnival is ready to roll and that the carnival company was in Old Saybrook two (2) weeks ago. Volunteers are being sought to staff the event that will not be ready until 1:00 p.m. on Saturday. Commissioner Hillman suggested asking the camp counselors to help on Saturday. It was reported that there is a waffle trailer this year in addition to new rides. All volunteers must be on site by 10:00 a.m.

7) Planning and Zoning Request – Jon Chase has been appointed to the POCD Committee.

Chairperson Stone reported that Commissioner Chase was appointed as the representative for the Commission for the POCD Committee.

11. New Business.

a. Community Center discussions

Chairperson Stone reported that Town Councilor Southard had spoken with Kathy Olstead regarding the study that was done years ago about the center. He reported that recommendations suggested by the Commission were as follows: (1) updates to the gymnasium, (2) Parks & Recreation space, (3) Youth Center space, and (4) a pool that was requested 12 years ago. Mayor Bunnell has restarted a building committee for the project and the Chairperson remarked that the Commission may want to have a different scheme for consideration by the Town Council. More plans may be sought for the same.

12. Communications. -- None

13. Remarks from the Public (3-minute limit).

Chairperson Stone asked three (3) times for remarks. There were none.

14. Remarks from Town Council Liaison Southard.

Town Councilor Southard reported that she will get all information on projects discussed tonight at next week's Public Works meeting.

15. Remarks from Parks & Recreation Director Bushway.

Recreation Director Bushway remarked that the weather is expected to be good for the Carnival. Ride inspection will take place tomorrow; the State inspection will occur on Friday. All permits are completed and the fireworks are set.

16. Remarks from Commissioners.

Town of Montville – Parks & Recreation Commission

Regular Meeting Minutes – June 17, 2026

.....
Chairperson Stone remarked that absent Commission members did call him regarding the same.

17. Adjournment.

Motion by Commissioner Bauer; seconded by Commissioner Matthewson to adjourn the meeting at 7:10 p.m. Discussion: none. **Voice vote: all in favor. Motion approved.**

Respectfully submitted by,

Gloria J. Gathers
Recording Secretary
Town of Montville

**AN AUDIO RECORDING OF THE MEETING IS AVAILABLE ON
THE TOWN OF MONTVILLE WEBSITE UNDER THE “RESOURCES” LINK.**